

Cherwell Local Plan 2011-2031 (Part 1)

Partial Review – Oxford’s Unmet Housing Need

Submission Plan

February 2018

Statement of Consultation

**Required under Regulation 22 of the Town and Country Planning (Local Planning)
(England) Regulations 2012 (as amended)**



Introduction

This Statement of Consultation has been prepared to support the submission of the Partial Review of the adopted Cherwell Local Plan 2011-2031 (Part 1) for examination under Regulation 22 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). It reports on public consultation, engagement and co-operation undertaken in preparing the Local Plan.

This document sets out how the Council has involved the local community, stakeholders and statutory bodies in the preparation of the Partial Review of the Cherwell Local Plan. It describes the various stages of consultation undertaken, who was consulted and when. This document summarises the main points raised during each consultation stage and, where required, gives an indication of how these points were taken in to account in preparing the Partial Review Plan.

Part One of this document consists of the Statement of Consultation for the Issues Paper.

Part Two of this document consists of the Statement of Consultation for the Options Paper.

Part Three of this document consists of the Statement of Consultation for the Proposed Submission Plan.

The Plan has been prepared in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). In preparing a local plan Regulation 18 states that a local planning authority must consult on the subject of a local plan which it proposes to prepare and invite representations about what the local plan ought to contain. In preparing the local plan, the local planning authority must take in to account any representations made to them.

Regulation 19 states that before submitting a local plan to the Secretary of State the local planning authority must consult on the proposed submission documents together with a 'Statement of the Representations Procedure' for a minimum of six weeks.

The Plan has also been prepared in accordance with the Council's adopted Statement of Community Involvement (SCI).

Table 1 below summarises the key stages in the preparation of the Plan and acts as a useful navigation tool between the individual consultation statements prepared for each formal consultation stage.

There have been three main stages of consultation undertaken by the Council in the plan making process.

There is 'A Report of Consultation' for each consultation stage. Each is appended to this document. Each 'Report of Consultation' sets out:

- The purpose of the consultation
- The 'Duty to Cooperate'
- Consultation arrangements
- How we consulted
- Distribution
- Details of Exhibitions, workshops and meetings
- Consultation with statutory and non-statutory bodies
- Responses to the Sustainability Appraisal
- Representations – Summary of Issues raised and, where required, how they have been considered.

All consultation responses are available to view online [Local Plan Part 1 Partial Review - Evidence Base | Local Plan Part 1 Partial Review - Evidence Base | Cherwell District Council](#) (Evidence Document PR78).

They are also summarised in the Appendices to this Statement. Officers used the full responses for each stage of the Plan's preparation process.

Table 1: Partial Review Timeline



Table 2 below identifies the documents that formed each stage in the consultation. Documents were placed in a range of 'deposit' locations including libraries and Council offices. They were also available on the Council's website. Public Notices were placed in the appropriate local newspapers.

Table 2: Public Consultation Documents

| Date | Public Consultations – Main Documents |
|--|---|
| 29 January 2016 – 11 March 2016 | <ul style="list-style-type: none"> • Local Plan Part 1 Partial Review Issues Consultation • Sustainability Appraisal Scoping Report Local Plan – Part 1 Partial Review Issues Consultation |
| 14 November 2016 – 9 January 2017 | <ul style="list-style-type: none"> • Partial Review Options Paper – Main Document • Partial Review Initial Sustainability Appraisal Report • Partial Review Statement of Consultation |
| 17 July 2017 – 10 October 2017 | <ul style="list-style-type: none"> • Cherwell Local Plan 2011-2031 (Part 1): Partial Review Proposed Submission Plan and appendices. • Proposed submission – Sustainability Appraisal: Non-Technical Summary • Proposed Submission – Sustainability Appraisal. • Statement of Consultation • Habitat Regulations Assessment – Screening Report – June 2017 • Equalities Impact Assessment Screening – June 2017 • Statement of the Representations procedure. |

Summary of Local Plan Consultation Stages

Issues Paper Consultation

In January 2016, the Council published a consultation paper which highlighted issues that needed to be considered in undertaking a Partial Review of the Local Plan. The Issues Paper invited comments, and discussion of the issues encouraged; a 'call for sites' was also made. A total of 148 responses were received which generated a total of 955 comments.

The full consultation statement can be viewed in Stage 1: Issues Consultation

Options Consultation

On 14 November 2016 the Council published an Options Paper for consultation. The Paper was prepared to engage with local communities, partners and stakeholders in developing options on how to meet Oxford's housing needs when preparing a partial review of the adopted Cherwell Local Plan Part 1. A total of 1225 representations were received.

The full consultation statement can be viewed in Stage 2: Options Consultation

Proposed Submission Plan

The Council published its Proposed Submission Plan on 17 July 2017. It invited comments on the Plan, particularly whether the Plan was considered to be legally compliant and sound: Positively Prepared, Justified, Effective and Consistent with National Policy. A total of 1460 representations were received.

The full consultation statement can be viewed in Stage 3: Proposed Submission Plan.

Who have we consulted during formal consultations?

The Council has consulted the general public and other groups as required by the Regulations and as set out in its Statement of Community Involvement. This included all those registered on the Council's database, which now includes approximately 5,000 bodies and individuals. The database is regularly updated as required and requested.

Consultation with Statutory and Non-Statutory Bodies

The Council has consulted widely to meet its statutory requirements. This includes neighbouring local authorities, and organisations such as the Environment Agency, Historic England, Natural England, Highways England and utility providers.

Consultation with stakeholders has included formal one to one meetings, topic meetings and joint working to inform preparation of the Partial Review Plan. This has included, but is not restricted to meetings and dialogue with the stakeholders listed in Table 3.

Key Stakeholder Meetings

Table 3: Key Stakeholder Meetings

| Key Stakeholders | |
|--|--|
| Parish & Town Councils Environment Agency Historic England Natural England The Civil Aviation Authority The NHS Oxfordshire OCCG The Office of Rail Regulation The Highway Authority – Oxfordshire County Council ; Highways England The Oxfordshire Local Enterprise Partnership (OxLEP) The South East Midlands Local Enterprise Partnership (SEMLEP) The Oxfordshire Local Nature Partnership (BBOWT, Wild Oxfordshire, Forestry Commission) | Aylesbury Vale District Council Buckinghamshire County Council Northamptonshire County Council Oxford City Council Oxfordshire County Council South Northamptonshire Council South Oxfordshire District Council Stratford –on-Avon District Council Vale of White Horse District Council Warwickshire County Council West Oxfordshire District Council The Civil Aviation Authority The Homes and Communities Agency Cherwell Local Strategic Partnership Thames Water Thames Valley Police |

Oxfordshire Growth Board

In 2013, The Oxfordshire Local Planning Authorities (LPA) commissioned a new Strategic Housing Market Assessment (SHMA), supported by joint working on economic forecasting to establish the appropriate level of planned growth across the Oxfordshire Housing Market Area and the level of housing need arising in each District.

Officers from all Oxfordshire Authorities met on 17 May 2013 to discuss how the results of the SHMA should be considered, incorporated in to emerging plans where possible, and used as the basis for further joint working between the Councils. The purpose was to reach agreement and formalise joint working, provide a common basis on which to progress the SHMA and avoid unnecessary delay to Local Plan preparation.

In April 2014 the Oxfordshire Local Authorities, published the SHMA for Oxfordshire. The document suggested that the demographic trends and growth of the County economy and the level of affordable housing need required would necessitate 100,060 additional new homes in Oxfordshire between 2011 and 2031.

In November 2014, the Oxfordshire Growth Board, a Joint Committee which, on behalf of OxLEP is charged with the delivery of projects agreed in the ‘Oxford and Oxfordshire City Deal’ and ‘Local Growth Deals’ agreed a programme of work for addressing the unmet need arising from the SHMA. This programme of work would help the Local Planning Authorities meet the Duty to Co-operate whilst protecting the ‘sovereignty’ of individual councils over their Local Plans.

A Project Team was established to progress the work, co-ordinated by the Growth Board's Programme Manager and reporting to an Executive Officer Group which in turn reports to the Growth Board. This Project Team met regularly to consider the implications of the SHMA and how best to meet the identified unmet housing need of Oxford. This is in the context of recognising that the administrative boundaries of the City of Oxford are constrained and consequently it is seeking effective ways to address this issue in line with the Duty to Cooperate. The members of the formal Growth Board comprise the leaders of each council who were presented with periodic updates and took key decisions at scheduled public meetings.

From January 2015 to September 2016, the Project Team generally met on a fortnightly basis to progress, on a co-operative basis, the following projects:

- An understanding of the urban capacity of Oxford and the level of unmet housing need
- Oxford Green Belt Study to assess the extent to which the land within the Oxford Green Belt performs against the purposes of Green Belts
- Oxford Spatial Options Assessment to help inform the apportionment or distribution of unmet housing need to the district and city councils.
- High Level Transport Assessment of Spatial Options
- Education Assessment of Spatial Options.

This programme of work culminated in a decision of the Growth Board on 26 September 2016 on the apportionment of Oxford's unmet housing need to the individual district and city councils. (NB South Oxfordshire DC did not sign the Growth Board's Memorandum of Cooperation). This programme of work and the Growth Board's decision has informed the preparation of the Partial Review of the Cherwell Local Plan.

All six Councils have continued to meet on matters associated with the Partial Review including a Countywide Infrastructure Assessment (OXIS) and preparations for a statutory Joint Spatial Plan for Oxfordshire.

General Consultation Bodies

These include voluntary bodies and groups which represent the interests of different sections of the community, and local business groups.

Other Consultees

These include those that have requested to be consulted such as agents, developers, landowners and individuals. Clubs, societies, residents groups, charities and special interest groups are also included.

What other consultation has taken place in preparing the Local Plan?

In addition to the formal consultation periods, the Council has consulted on an on-going basis and to varying levels with a wide range of stakeholders including developers, parish councils, local organisations, national organisations and statutory bodies.

Forms of Additional Consultation

Meetings with Town and Parish Councils

The Council hosts biannual Parish Liaison Meetings where all Town and Parish Councils are invited to hear the latest work being undertaken by the District Council and to ask questions. The Partial Review Local Plan has featured regularly at these meetings with the most recent being 21 June 2017. Officers have at times held ‘surgeries’ for attendees to come and ask any specific questions.

Additionally, Council officers have met with Parishes on an individual basis to discuss issues arising.

Duty to Cooperate

A ‘Statement of Compliance with the Duty to Cooperate’ supports the Partial Review Local Plan.

Consultation with key stakeholders is highlighted above. On-going and constructive engagement with neighbouring authorities and relevant organisations has taken place since work on the Partial Review Plan began. The Council benefits from possessing a series of very well developed, interlocking relationships with neighbouring Councils and a particularly close engagement with the Oxfordshire Districts and the County Council through the Oxfordshire Growth Board; and South Northamptonshire District Council (part of the same organisation as Cherwell). Through the various forums, regular discussion and coordination takes place on strategic planning, growth strategies, transport and economic development issues facing the sub-region, county and district.

The Council will continue to work with neighbouring authorities and others on planning issues which cross administrative boundaries.